

Bulletin of Information

2016-17



COLLEGE OF VOCATIONAL STUDIES

University of Delhi

Triveni (Sheikh Sarai), Phase-II, New Delhi - 110017

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www.cvs.edu.in





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Disclaimer

Every care has been taken to verify the authenticity of the contents of this Bulletin of Information. However, the information contained in relevant Rules, Regulations, Ordinances and Statutes of the University/College will be final. The College shall not be responsible for any wrong information and the consequences of using such information. For detailed information, applicants are advised to contact the College office. The data/information contained in this Bulletin is indicative/informative only and must not be used for legal purposes.



IMPORTANT DATES FOR ADMISSION

Activity	Date	Time#
Online Registration	Wednesday, 01 st June, 2016 to Wednesday, 22 nd June, 2016	5:00 PM
Notification of First admission List by the Colleges	Thursday, 30 th June, 2016	9:00 AM
Document verification and Approval of Admission	Thursday, 30 th June, 2016 to Saturday, 02 nd July, 2016	Upto 1:00 PM*
Notification of Second Admission List by the Colleges	Tuesday, 05 th July, 2016	9:00 AM
Document verification and Approval of Admission	Tuesday, 05 th July, 2016 to Friday, 08 th July, 2016	Upto 1:00 PM*
Notification of Third Admission List by the Colleges	Monday, 11 th July, 2016	9:00 AM
Document verification and Approval of Admission	Monday, 11 th July, 2016 to Wednesday, 13 th July, 2016	Upto 1:00 PM*
Notification of Fourth Admission List by the Colleges (if any)	Friday, 15 th July, 2016	9:00 AM
Document verification and Approval of Admission	Friday, 15 th July, 2016 to Monday, 18 th July, 2016	Upto 1:00 PM*
Notification of Fifth Admission List by the Colleges (if any)	Wednesday, 20 th July, 2016	9:00 AM
Document verification and Approval of Admission	Wednesday, 20 th July, 2016 to Friday, 22 nd July, 2016	Upto 1 PM*

Time given in the Table is for the verification of the documents and approval of admission in the colleges. After approval of admission, the candidate has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the next day of the given admission list deadline.

Note: No admission work on Sunday

CVS

**IS A COMPLETE
NO SMOKING & RAGGING FREE ZONE**



Principal Speaks ...

Each year young eager minds enter the College to pursue the degree course of their choice. They leave as young adults ready to face the challenges that life has to offer. It has been our endeavor at the College of Vocational Studies to bring out the best in our students. Towards this we try to combine a healthy academic atmosphere with a lot of extra-curricular activities. These range from NCC to NSS to sports to dance to music to writing and so on.



The College was started in the golden jubilee year of the University of Delhi in 1972. It marked a small beginning to change the way in which higher education was treated in the country. Since the time we started in a small building in north Delhi to the present premises we have come a long way.

The College today has two air-conditioned and fully equipped computer labs, a well stocked air-conditioned library and a modern playground. The College campus is Wi-Fi enabled and most of the classrooms are equipped with projectors. The whole campus is under electronic surveillance. The construction of new building complex has been completed. This will help in giving more facilities to the students and staff and help in the further expansion of the College.

We at the College are hopeful of a bright future and to this end we welcome all those who wish to associate with the College as students. We believe very firmly that we are the change that we wish to bring about.

We look forward to a meaningful interaction and association of learners and teachers during the new academic year 2016-17.



Governing Body

1. **Mr. U. N. Thakur** **Chairman**
2. **Mr. T. S. Kripanidhi** *University Treasurer*
3. **Prof. C. P. Gupta** *Treasurer, Governing Body,
Department of Financial Studies
University of Delhi South Campus*
4. **Sh. Vinay Kumar Sheilendra** *Advocate, Supreme Court of India*
5. **Prof. Sanjay Kapoor** *Department of Plant Molecular Biology
University of Delhi South Campus*
6. **Prof. Ritesh Singh** *Department of Commerce,
University of Delhi*
7. **Sh. A. N. Rai** *Ex - CMD, BSNL*
8. **Prof. Vijay Kumar Shtrotryia** *Department of Commerce,
University of Delhi*
9. **Dr. (Ms.) M. Geetha** *Teacher Representative,
Department of English*
10. **Ms. Deepa Sahay Garg** *Teacher Representative,
Department of Commerce*
11. **Dr. InderJeet** **Secretary / Principal**



The College

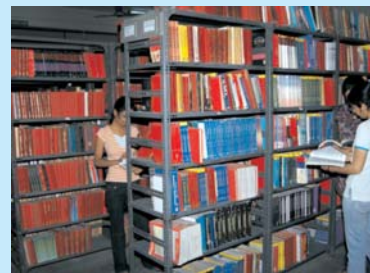


The College of Vocational Studies is a maintained institution of University of Delhi and has been serving the cause of vocational, management and conventional education since 1972. It marks a small beginning in a great change in the field of higher education making it more meaningful and diversified. Through this experiment, we seek to break new ground by bridging the gap between static university education and the social environment. It had been among the pioneer institutions in the country to offer vocational education, bridging the gap between traditional university education and the changing socio-economic environment. In addition to vocational courses the College has been offering Honours Courses in Commerce, Economics, History, Business Economics and Computer Science.

Facilities

College Library

The College has a well stocked fully computerized and air-conditioned Library. It has three sections, namely reference section, text book section and general section. The reading room provides news papers and magazines for general reading. It also provides scholarly journals and periodicals for consultation. Rules for the use of the library are notified on the Notice Board by the Librarian from time to time. It has 51,911 books and approx. 500 bound scholarly journals in its stock comprising of a good number of valuable reference/ multi-disciplinary books. The Library subscribes to 24 Journals and periodicals and 10 newspapers for its users. The Library Reading Room remains open from 9:00 am to 5:30 pm. The Library is well known for its valuable rare & unique collection of study material on vocational/ management subjects. The teachers and students are provided Internet connectivity & Laptops for preparing their course contents, lessons, assignments, etc. along with the access to e-resources such as INFLIBNET -NLIST for further study & research works.





College Computer Labs

The College has two Computer Labs well equipped with the latest hardware and software. There are 80 computers with networking. All the necessary software is also available. Internet facility is also available for students. The College also has a Digital Electronics Lab.



Sports and Cultural Activities

The College encourages all students to participate in various games, sports and extra-curricular activities. The facilities for games and sports like basketball, football, volleyball, cricket, athletics, table-tennis and so on are provided by the College to students. There is a reservation for the deserving sportspersons and having excellence in extra-curricular activities for admission in the first semester. The admissions will be made for Archery, Athletics, Badminton, Basketball, Boxing, Chess, Cricket, Football, Kho-Kho, Table-Tennis, Volleyball, Wrestling and Yoga. However the candidates excelling in individual sports may also be considered. The College also possesses a separate Yoga room for the Yoga enthusiasts.

The College has a very vibrant and active Cultural Society. Over the last few years the College has carved a niche for itself in the cultural calendar of the University. We hope to keep this going with the induction of fresh blood from among the new students. Our students are encouraged to take part in various cultural activities like music, street dance, western dance, fashion, debates and so on.

The interested candidates have to apply on DU website and will be selected through a procedure laid down by the University.



Seminar Room

The College has a fully air-conditioned and fully equipped Seminar Room for organizing different activities. The Seminar Room is further being upgraded and renovated.

College Annual Fest

Every year the College celebrates its Annual Festival “**Tatva**”. This year it was held from 9th to 11th March 2016. Several inter-college competitions were organised such as *Get Your Cuppa*, *Lights Out*, *Clean Stamp*,



On the Spot Photography Competition. The festival was attended in large numbers especially for the *Magic Show*.

The College boasts of hosting a live in concert of "**Indian Ocean**" held on 10th March 2016 that too was attended in large numbers.

IGNOU Study Centre

Study Centre (No. 07103) has been activated at the College for providing counselling in M.B.A., M.Com. and M.T.M.

NCC

The College has a naval wing of NCC. The interested students may contact Lt. (Cdr.) Dr. Surender Singh, Officer In-charge. The students can volunteer for the NCC (Naval Wing/Air Wing) in the 1st year.

Aspire: College Placement Cell

With the inception of 'ASPIRE' the College placement cell in 2013, the students of College of Vocational Studies have taken an initiative to make the placement process a success. The Placement Coordinators work tirelessly and selflessly to bring the best companies and job profiles to the college and their dedication ensured that Aspire is rated amongst the top placement cells of Delhi University. Like the beaming rays of the sun, Aspire brightens the path of all those hardworking talented students who wish to pursue the field of their choice. It acts as a bridge between companies and students, the bridge of aspirations.



NSS

The College has a wing of National Service Scheme. Students are advised to enroll themselves in NSS. The interested students may contact NSS Officer Dr. (Ms.) M. Geetha.

Magazine

The College brings out **VOCANA**, its annual magazine. The objective is to inculcate a literary habit among students of the College. Those interested in contributing to the magazine should contact the convener/ members of the Magazine Committee.

Photostat Facilities

The College has arranged the service of a private contractor to provide photostat facilities to the students and teachers of the College at a nominal rate.





Campus Under Electronic Surveillance

32 CCTVs have been installed throughout the campus to ensure safety and security of the campus.



College/University Website

Students are required to visit the website of the College www.cvs.edu.in and the University website www.du.ac.in from time to time for important inputs.

Societies and Associations

The College has a number of Societies and Associations which are active throughout the year in carrying out various social, cultural and academic programmes.

These include the following:

- 1.) The Students' Union
- 2.) The Commerce Association
- 3.) The History Society
- 4.) The English and Hindi Debating Societies
- 6.) The English Literary Society
- 7.) The Cultural Society (REVERIE)
- 8.) The Tourism Society
- 9.) The Foreign Students' Association
- 10.) Econox
- 11.) Finance & Investment Cell
- 12.) M. Soc. (Management Society)
- 13.) HR Society
- 14.) Marketing Society
- 15.) The Green Brigade
- 16.) Encrypt - The Tech Society



College Canteen

The College has a spacious canteen to provide wholesome snacks at moderate rates. The canteen works under the supervision of a Canteen Committee appointed by the Staff Council.



Scholarships

The College Teachers offer a scholarship to the students on merit-cum-means basis.

English Language Proficiency Course (ELPC)

The College is one of the centers for conducting this course to improve spoken and written English. The course is open to all interested students enrolled in under-graduate, post-graduate and research programmes of the University of Delhi. Students enrolled in the ELPC will be required to pay prescribed fee for the entire course. The programme may start from August itself, so that students can attend the Course in the first term without the demands of the regular Course impinging on them. Interested students may contact Mr. Sanjiv Kakkar, Teacher in-charge, Department of English.

College Students' Union

The College Students' Union comprises of President, Vice-President, Secretary, Joint Secretary and two Central Councillors. The members of Students' Union are elected at the time of Delhi University Students' Union Election.

The post of President is reserved for students of 3rd year, while the post of Joint Secretary is reserved for students of 1st year. Only candidates who have secured at least 50% marks in the examination preceding the election are eligible to contest. Moreover, University Guidelines are also applicable for deciding the candidature.





TEACHING FACULTY

Dr. INDER JEET

PRINCIPAL

M.Com. P.G.D.C.A., P.G.D.B.A., M.Phil. F.I.C.W.A., Ph.D.

Department of Commerce

Mr. S.K. Bhatia, M.Com.,M. Phil.
Ms. Neerja Arya, M.Com.,M. Phil.
Dr. Raman Kumar, M.Com.,M. Phil., Ph.D.
(Teacher-in-Charge)
Dr. Surender Singh, M.Com., Ph.D., ACMA
Dr. (Ms.) Ragni Aggarwal, M.Com., Ph.D.
Dr. (Ms.) Meenakshi Aggarwal, M.Com., Ph.D.
Dr. (Ms.) Meera Nangia, M.Com.,M. Phil., Ph.D.
Ms. Rekha Rani, M.Com.,M. Phil.
Dr. Sunil, M.Com.,M. Phil., Ph.D.
Ms. Deepa Sahai Garg, M.Com.,M. Phil.
Dr. Ajay Kumar, M.Com. Ph.D.
Mr. Bhupinder Singh, M.Com.,M. Phil., PGDBA, PGDMM.
Ms. Archana Yadav, M.Com. (Study Leave)
Ms. Shweta, M.Com.,M. Phil.

Department of Economics

Ms. Shashi Singh, M.A.
Dr. (Ms.) Anjana Arora Bhatnagar, M.A., M. Phil., Ph.D.
Ms. Nandini Oberoi, M.A.,M. Phil.
Dr. P. K. Biswas, M.Sc., M. Phil., Ph.D.
Dr. Ashish Taru Deb, M.A., M.Phil., Ph.D.
Dr. (Ms.) Vijaya Rajni, M.A.,M. Phil., Ph.D.
(Teacher-in-Charge)
Dr. Anand Kumar, M.A.,M. Phil., Ph.D.



Dr. (Ms.) Anu Satyal, M.A.,M. Phil., Ph.D.
Dr. Pratap C. Mohanty, M.A.,M. Phil., Ph.D.

Department of English

Dr. (Ms.) Ranjana Kaul, M.A.,M. Phil., Ph.D.
Ms. Mohini Bawa, M.A.,M. Phil.
Mr. Sanjiv Kakkar, M.A.,M. Phil. **(Teacher-in-Charge)**
Ms. Sonya Ghosh, M.A.,M. Phil.
Dr. (Ms.) M. Geetha, M.A.,M. Phil., Ph.D.
Ms. Anuradha Bawa Singh, M.A.,M. Phil.
Ms. Nandini Guha, M.A.,M. Phil.
Dr. (Ms.) Gauri Mishra, M.A.,M. Phil., Ph.D.

Department of Hindi

Dr. (Ms.) Geeta Goyal Singh, M.A., Ph.D.
Dr. (Ms.) Usha Sharma, M.A., Ph.D.
Dr. Harjinder Singh Choudhary, M.A.,M. Phil., Ph.D., LLB., PG Dip. (Linguistics).
Dr. (Ms.) Ratnavali Kaushik, M.A., Ph.D.
Dr. Vinay Kumar Jain, M.A., M.Phil., Ph.D.
(Teacher-in-Charge)

Department of History

Dr. (Ms.) Shalini Singhal, M.A., Ph.D.



Ms. H. N. Raina Kanwar, M.A.
Ms. Anu Singh, M.A., M.Phil.
Dr. (Ms.) Richa Malhotra, M.A., M.Phil., Ph.D.
Dr. Kumar Ram Krishna, M.A., M.Phil., Ph.D.
(Teacher-in-Charge)

Department of Mathematics

Mr. Manmohan Singh, M.A., M.Phil.

Department of Political Science

Dr. (Ms.) Neelu Khanna, M.A., M.Phil., Ph.D.

Department of OMSP

Dr. Kuldeep Ahuja, M.Com., L.L.B., Ph.D.

Department of Tourism

Dr. Kumar Ashutosh, MTA, PGDMM, IATA/FIATA,
DGR, Ph.D.

Department of Physical Education

Mr. Sunil Koak, M.P.Ed., M. Phil., PGDSM, Dip. in
Yoga. (Study Leave)

Department of Computer Science

Ms. Parul Chachra, B.Com(H), MCA, NIIT Diploma,
NET(JRF)

NON-TEACHING STAFF

Name	Designation
Mr. Manoj Kr. Sharma	Administrative Officer
Mr. Punit Kumar	Section Officer (Admn.)
Mr. Lekh Ram	Prof. Asstt./Offg.Librarian
Mr. Ramesh Kr. Tiwari	Semi Prof. Assistant
Mr. Naresh Rawat	Semi Prof. Assistant
Ms. Ajit Kaur	Assistant
Mr. D.R. Magar	Junior Assistant cum Typist
Mr. Amit Sehwat	Caretaker
Mr. Mool Chand	Daftri
Mr. Madan Lal	Waterman
Mr. Rajan Prasad	Mali
Mr. Sukhbir Singh	Safai Karamchari
Mr. Subhash	Mali
Mr. Leela Dhar	Office Attendant
Mr. Suresh Kumar	Office Attendant
Mr. Daya Ram	Office Attendant
Mr. Jai Pal Singh	Chowkidar
Mr. Jagdish Chand	Chowkidar
Mr. Surender Singh	Library Attendant
Mr. Ashok Kumar	Library Attendant
Mr. Chander Shekar	Library Attendant
Ms. Meenakshi Rani	Library Attendant
Mr. Puran Chand Bhatt	Library Attendant





PROGRAMMES OF STUDY

(All the Courses offered by the College are CBCS based)

The College offers the following Vocational Streams in B.A. (Vocational Studies) Programme.

Subject	No. of Seats*
(i) Human Resource Management	100
(ii) Marketing Management and Retail Business	100
(iii) Tourism Management	100
(iv) Office Management and Secretarial Practice	89
(v) Management and Marketing of Insurance	50
(vi) Material Management	50
(vii) Small and Medium Enterprises	50
Total	539

***No. of seats may vary**

The College also offers the following Hons. Courses:

(i) B.Com. (Hons.)	77
(ii) B.A. (Hons.) History	62
(iii) B.A. (Hons.) Economics	62
(iv) B.Sc. (Hons.) Computer Science	46
(v) B.A. (Hons.) Business Economics	62

Note: 25% of the total marks in each course shall be awarded on the basis of internal assessment on a continuous basis. The Internal assessment marks shall be shown separately in the marks sheet issued by the university and shall be added to the semester examination marks for determining the division of the student. For details see the relevant page of the prospectus for internal assessment.

B.A. (VS) HUMAN RESOURCE MANAGEMENT

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	Business Organization and Environment – I	Core Discipline
1.4	Principles of Microeconomics	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	Business Organization and Environment – II	Core Discipline
2.4	Macroeconomics	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Organizational Behaviour-I	Core Discipline
3.3	Indian Economy – Sectoral Issues	Core Discipline
3.4	Computer Concepts and Software Packages	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	Organizational Behaviour-II	Core Discipline
4.3	Labour and Development in India	Core Discipline
4.4	Business Communications and personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	Management of Human Resource-I	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Financial Accounting Corporate Laws	Elective Core – Generic
5.4	Labour Welfare and Legislative Framework	Skill Enhancement Course (SEC)
Semester – VI		
6.1	Industrial Relations	Elective Core – Discipline Based
6.2	Globalization Management of Human Resource-II	Elective Core – Discipline Based
6.3	Business Law Financial management	Elective Core – Generic
6.4	Human Resource Information System	Skill Enhancement Course (SEC)



B.A. (VS) MARKETING MANAGEMENT AND RETAIL BUSINESS

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	Introduction to Marketing Management-I	Core Discipline
1.4	Principles of Microeconomics	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	Introduction to Marketing Management-II	Core Discipline
2.4	Macroeconomics	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Advertising and Sales Promotion	Core Discipline
3.3	Indian Economy – Sectoral Issues	Core Discipline
3.4	Computer Concepts and Software Packages	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	Retail Business Management	Core Discipline
4.3	Labour and Development in India	Core Discipline
4.4	Business Communications and Personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	Legal Aspects of Marketing	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Financial Accounting	Elective Core – Generic
	Corporate Laws	
5.4	Rural Marketing	Skill Enhancement Course (SEC)
Semester – VI		
6.1	International Marketing: An Overview	Elective Core – Discipline Based
6.2	Globalization Retailing Operations	Elective Core – Discipline Based
6.3	Business Law Financial management	Elective Core – Generic
6.4	E-Commerce	Skill Enhancement Course (SEC)

B. A. (VS) TOURISM MANAGEMENT

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	History of Tourism – I	Core Discipline
1.4	Fundamentals of Management	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	History of Tourism – II	Core Discipline
2.4	Entrepreneurship and Small Business	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Concept and Impacts of Tourism	Core Discipline
3.3	Tourism Marketing	Core Discipline
3.4	Computer Concepts and Software Packages	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	Profile of Modern Tourism	Core Discipline
4.3	Managerial Accounting and Finance in Tourism	Core Discipline
4.4	Business Communications and Personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	Tourism Undertaking	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Corporate Laws Culture In Indian Subcontinent I	Elective Core – Generic
5.4	Airport Handling	Skill Enhancement Course (SEC)
Semester – VI		
6.1	Procedure and Operations in The Tourism Business	Elective Core – Discipline Based
6.2	Globalization Conservation And Preservation Of Nature And Culture	Elective Core – Discipline Based
6.3	Business Law Culture in Indian subcontinent II	Elective Core – Generic
6.4	E-Commerce Business Tourism and Hospitality	Skill Enhancement Course (SEC)



B.A. (VS) OFFICE MANAGEMENT AND SECRETARIAL PRACTICE

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	Office Management and Methods	Core Discipline
1.4	Financial Accounting	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	Communication & Business Correspondence	Core Discipline
2.4	Business Law	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Secretarial Practice and Basic Phonography-I	Core Discipline
3.3	Computing Basics and its Applications – I	Core Discipline
3.4	Banking and Insurance Operations	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	Secretarial Practice and Basic Phonography-II	Core Discipline
4.3	Corporate Laws	Core Discipline
4.4	Business Communications and Personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	Advanced Phonography (Practical) – I	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Indian Polity And Governance Making of Indian Nation	Elective Core – Generic
5.4	MIS	Skill Enhancement Course (SEC)
Semester – VI		
6.1	Advanced Phonography (Practical) – II	Elective Core – Discipline Based
6.2	Computing Basics and its Applications – II	Elective Core – Discipline Based
6.3	Administration and Public Policy Conservation and Preservation of Nature and Culture	Elective Core – Generic
6.4	E-Commerce	Skill Enhancement Course (SEC)

B.A. (VS) MANAGEMENT AND MARKETING OF INSURANCE

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	Risk Management and Insurance	Core Discipline
1.4	Principles of Microeconomics	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	Insurance Law and Regulation	Core Discipline
2.4	Macroeconomics	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Principles of Life Insurance	Core Discipline
3.3	Indian Economy – Sectoral Issues	Core Discipline
3.4	Computer Concepts and Software Packages	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	General Insurance – I	Core Discipline
4.3	Labour and Development in India	Core Discipline
4.4	Business Communications and Personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	General Insurance – II	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Financial Accounting Corporate Laws	Elective Core – Generic
5.4	Insurance Marketing	Skill Enhancement Course (SEC)
Semester – VI		
6.1	Practice of Life Insurance and Health Insurance	Elective Core – Discipline Based
6.2	Globalization International Financial Management	Elective Core – Discipline Based
6.3	Business Law Service marketing	Elective Core – Generic
6.4	Underwriting and Claim Management in Insurance	Skill Enhancement Course (SEC)



B.A. (VS) MATERIALS MANAGEMENT

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	Materials Management : An Overview	Core Discipline
1.4	Principles of Microeconomics	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	Stores Keeping and Stores Accounting	Core Discipline
2.4	Macroeconomics	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Purchase Management-I	Core Discipline
3.3	Indian Economy – Sectoral Issues	Core Discipline
3.4	Computer Concepts and Software Packages	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	Purchase Management-II	Core Discipline
4.3	Labour and Development in India	Core Discipline
4.4	Business Communications and Personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	Inventory System and Control Techniques	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Financial Accounting Corporate Laws	Elective Core – Generic
5.4	Productivity Management	Skill Enhancement Course (SEC)
Semester – VI		
6.1	Material Logistics and Distribution Management	Elective Core – Discipline Based
6.2	Globalization Supply Chain Management	Elective Core – Discipline Based
6.3	Business Law Materials Planning and Control	Elective Core – Generic
6.4	Quality Management	Skill Enhancement Course (SEC)

B.A. (VS) SMALL AND MEDIUM ENTERPRISES

Semester – I		
1.1	Environmental Studies/ Language: English/Hindi/Modern Indian Language	Ability Enhancement Compulsory Course (AECC)
1.2	English/ MIL I	Core Discipline
1.3	Fundamentals of Entrepreneurship and MSMEs	Core Discipline
1.4	Principles of Microeconomics	Core Discipline
Semester – II		
2.1	Language: English/Hindi/Modern Indian Language/ Environmental Studies	Ability Enhancement Compulsory Course (AECC)
2.2	MIL / English I	Core Discipline
2.3	Organization and Management of MSMEs	Core Discipline
2.4	Macroeconomics	Core Discipline
Semester – III		
3.1	English/ MIL II	Core Discipline
3.2	Institutional Support to MSMEs	Core Discipline
3.3	Indian Economy – Sectoral Issues	Core Discipline
3.4	Computer Concepts and Software Packages	Skill Enhancement Course (SEC)
Semester – IV		
4.1	MIL / English II	Core Discipline
4.2	MSMEs Policy Framework	Core Discipline
4.3	Labour and Development in India	Core Discipline
4.4	Business Communications and personality Development	Skill Enhancement Course (SEC)
Semester – V		
5.1	Financial Management in MSMEs	Elective Core – Discipline Based
5.2	Internship Project / Project	Elective Core – Generic
5.3	Financial Accounting Corporate Laws	Elective Core – Generic
5.4	Contemporary Environment of MSMEs	Skill Enhancement Course (SEC)
Semester – VI		
6.1	Marketing Management in MSMEs	Elective Core – Discipline Based
6.2	Globalization Human Resource Management in MSMEs	Elective Core – Discipline Based
6.3	Business Law Marketing Strategy and relationship marketing	Elective Core – Generic
6.4	E-Commerce	Skill Enhancement Course (SEC)



B.A. (Hons.) HISTORY

Core Papers

- Paper I :** History of India-I
Paper-II : Social Formations and Cultural Patterns of the Ancient World
Paper III : History of India-II
Paper IV : Social Formations and Cultural Patterns of the Medieval World
Paper V : History of India-III (c. 750-1206)
Paper VI : Rise of Modern West-I
Paper VII: History of India IV (c.1206-1550)
Paper VIII: Rise of Modern West -11
Paper IX : History of India-V (c. 1550-1605)
Paper X : History of India-VI (c. 1750-1857)
Paper XI : History of Modern Europe I (c. 1780-1939)
Paper XII : History of India-VII (c. 1605-1750)
Paper XIII: History of India-VIII (c. 1857-1950)
Paper XIV: History of Modern Europe II (1780-1939)

Discipline Specific Elective (Any Four)

- Paper I-I :** History Of United States Of America -1 (C. 1776 ñ 1945)
Paper 2-II : History Of United States Of America-II (C. 1776 ñ 1945)
Paper3- I: History Of The USSR-I (c. 1917- 1964)
Paper4-II: History Of The USSR-II (c. 1917- 1964)
Paper5-I : History Of Africa (c. 1500 - 1960s)
Paper 6 : History Of Latin America (c. 1500 - 1960s)
Paper 7 : History Of Southeast Asia - The 19TH Century
Paper 8 : History Of Southeast Asia - The 20TH Century
Paper 9 : History of Modern East Asia-1 (c. 1840-1919)
Paper10 : History of China & Japan-II(c. 1868-1939)

Generic Elective (Interdisciplinary Any Four)

- Paper-1 :** Environmental Issues In India
Paper-II : Research Methodology in History
Paper-III : Making of Contemporary India
Paper-IV : Delhi: Ancient
Paper-V : Delhi: Medieval
Paper-VI : Delhi: Modern
Paper-VII: Issues in Contemporary World

Ability Enhancement Course (AEC) Compulsory-2 Papers

Environmental Studies
 English/MIL

Skill Enhancement Courses (SEC) Any Two Papers

- Paper-I :** Understanding Heritage
Paper-II : Art Appreciation: An Introduction to Indian Art
Paper-III : Archives and museums
Paper-IV : Understanding Popular Culture

B. COM. (Hons.)

Semester -I		
BCH-1.1	Environmental Studies	Ability Enhancement Compulsory Course (AECC-1)
BCH-1.2	Financial Accounting	Core Course (C-1)
BCH-1.3	Business Laws	Core Course (C-2)
BCH-1.4	Generic Elective (GE-1) (Any one of the following)	Generic Elective (GE-1)
	a.) Micro Economics	
	b.) Insurance and Risk Management	
Semester -II		
BCH-2.1	Business Communication (Language- English/Hindi/MIL)	Ability Enhancement Compulsory Course (AECC-2)
BCH-2.2	Corporate Accounting	Core Course (C-3)
BCH-2.3	Corporate Laws	Core Course (C-4)
BCH-1.4	Generic Elective (GE-2) (Any one of the following)	Generic Elective (GE-2)
	a.) Macro Economics	
	b.) Investing in Stock Markets	
Semester -III		
BCH-3.1	Human Resource Management	Core Course (C-5)
BCH-3.2	Income-Tax Law and Practice	Core Course (C-6)
BCH-3.3	Management Principles and Applications	Core Course (C-7)
BCH-3.4	Generic Elective (GE-1) (Any one of the following)	Generic Elective (GE-3)
	a.) Micro Economics	
	b.) Insurance and Risk Management	
BCH-3.5	Skill-Enhancement Course (SEC-1) (Any one of the following)	Skill-Enhancement Course (SEC-1)
	a.) E-Commerce	
	b.) Training and Development	
	c.) E-Marketing	
	d.) Personal Tax Planning	
Semester -IV		
BCH-4.1	Cost Accounting	Core Course (C-8)
BCH-4.2	Corporate Accounting	Core Course (C-9)
BCH-4.3	Corporate Laws	Core Course (C-10)
BCH-4.4	Generic Elective (GE-4) (Any one of the following)	Generic Elective (GE-4)
	a.) Indian Economy	
	b.) Economics of Regulation of Domestic and Foreign Exchange Market	
BCH-4.5	Skill-Enhancement Course (SEC-2) (Any one of the following)	Skill-Enhancement Course (SEC-2)
	a.) Entrepreneurship	
	b.) Collecting Bargaining and Negotiation Skills	
	c.) E-Filing of Returns	
	d.) Cyber Crimes and Laws	
Semester -V		
BCH-5.1	Principles of Marketing	Core Course (C-11)
BCH-5.2	Fundamentals of Financial Management	Core Course (C-12)
BCH-5.3	Discipline Specific Elective (DSE-1) (Any One of Group-A)	Discipline Specific Elective (DSE-1)
BCH-5.4	Generic Elective (Any one of the following)	Generic Elective (GE-1)
	a.) Management Accounting	
	b.) Corporate Tax Planning	
	c.) Advertising	
	d.) Banking and Insurance	
	e.) Computerised Accounting System	
	f.) Financial Markets, Institutions and Financial Services	
	g.) Industrial Laws	
	h.) Organisational Behaviour	
Semester -VI		
BCH-6.1	Auditing and Corporate Governance	Core Course (C-13)
BCH-6.2	Indirect Tax Laws	Core Course (C-14)
BCH-6.3	Discipline Specific Elective (DSE-3) (Any One group B)	Discipline Specific Elective (DSE-3)
BCH-6.4	Discipline Specific Elective (DSE-4) (Any One group B)	Discipline Specific Elective (DSE-4)
	a.) Fundamentals of Investment	
	b.) Consumer Affairs and Customer Care	
	c.) Business Tax Procedures and Management	
	d.) International Business	
	e.) Industrial Relations and labour laws	
	f.) Business Research Methods and Project Work	
	g.) New Venture Planning	
	h.) Financial Reporting & Analysis	
	i.) Compensation Management	



B.A. (Hons.) BUSINESS ECONOMICS

The B.A. (Hons.) Business Economics is a self-financed course and admissions are made on the basis of the common entrance test to be conducted by the Department of Business Economics, South Delhi Campus, University of Delhi.

During the three years course the College organizes various activities from time to time. Seminars and discussions are held where eminent personalities are invited. Industrial trips are organized for the students.

The three years full-time degree course is split into six semesters. The semester wise detail of the course is given below:

Semester I		
AECC-1	Environmental Studies	Ability Enhancement - Compulsory
C1	Microeconomics and Applications- I	Core Discipline
C2	Accounting for Managers	Core Discipline
G1	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Interdisciplinary
Semester II		
AECC-2	Business Communication (Language: English/MIL)	Ability Enhancement - Compulsory
C3	Microeconomics and Applications - II	Core Discipline
C4	Mathematics for Business Economics	Core Discipline
G2	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Interdisciplinary
Semester III		
C5	Macroeconomics and Applications – I	Core Discipline
C6	Statistics for Business Economics	Core Discipline
C7	Corporate Finance	Core Discipline
G3	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Interdisciplinary
SEC-I	Any ONE from the list of SKILL ENHANCEMENT COURSE (SEC)	Skill Enhancement Course
Semester IV		
C8	Macroeconomics and Applications – II	Core Discipline
C9	Basic Econometrics	Core Discipline
C10	Marketing Management	Core Discipline
G4	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Interdisciplinary
SEC-II	Any ONE from the list of SKILL ENHANCEMENT COURSE (SEC)	Skill Enhancement Course
Semester V		
C11	Quantitative Techniques for Management	Core Discipline
C12	Organization Behavior	Core Discipline
DSE-I	Elective – I	Discipline Specific Elective
DES-II	Elective – II	Discipline Specific Elective
Semester VI		
C13	International Economics	Core Discipline
C14	Legal Aspects of Business	Core Discipline
DSE-III	Elective – I	Discipline Specific Elective
DSE-IV	Elective – II	Discipline Specific Elective

Project Work/ Dissertation in lieu of one of the Elective Core discipline papers

B.Sc. (Hons.) COMPUTER SCIENCE

The B.Sc. (Hons.) Computer Science is a self-financed three-year full-time Degree Programme.

Requirement of subjects studied and passed

Mathematics, One language and two other subjects listed as Academic Subjects.

Minimum Eligibility Condition for Admission

The Candidate must have passed Senior Secondary School Certificate Examination (XIIth) with Mathematics, of the **CBSE Board** or any other equivalent examination in Arts/Commerce/Science subjects and should have secured:

- 60% or more marks in Mathematics.
- 55% or more marks in aggregate of four subjects including mathematics, one language and two other subjects listed as academic subjects by the respective Boards.

Basis of Selection

Selection will be made on the basis of best four academic subjects including One Language, Mathematics, Physics, Chemistry/Computer Science/ Informatics Practices. The students of other streams: One Language, Mathematics with 2 Academic Subjects (List A) with a deduction of 2%.

SEMESTER	COURSE OPTED	COURSE NAME	Credits
I	Core course-I	Programming Fundamentals using C++	4
	Core Course-I Practical/Tutorial	Programming Fundamentals using C++ Lab	2
	Core course-II	Computer System Architecture	4
	Core Course-II Practical/Tutorial	Computer System Architecture Lab	2
	GenericElective-1	GE-1	4/5
	GenericElective-1Practical/Tutorial		2/1
	II		
III	Core course-III	Programming in JAVA	4
	Core Course-III Practical/Tutorial	Programming in JAVA Lab	2
	Core course-IV	Discrete Structures	5
	Core Course-IV Practical/Tutorial	Discrete Structures Tutorial	1
	Generic Elective-2	GE-2	4/5
	Generic Elective-2 Practical/Tutorial		2/1
	III	Core course-V	Data Structures
Core Course-V Practical/Tutorial	Data Structures Lab	2	
Core course-VI	Operating Systems	4	



	Core Course-VI Practical/Tutorial	Operating Systems Lab	2
	Core course-VII	Computer Networks	4
	Core Course-VII Practical/Tutorial	Computer Networks Lab	2
	Skill Enhancement Course-1	SEC-1	2
	Generic Elective-3	GE-3	4/5
	GenericElective-3Practical/Tutorial		2/1
IV	Core course-VIII	Design and Analysis of Algorithms	4
	Course-VIII Practical/Tutorial	Design and Analysis of Algorithms Lab	2
	Core course-IX	Software Engineering	4
	Core Course-IX Practical/Tutorial	Software Engineering Lab	2
	Core course-X	Database Management Systems	4
	Core Course-X Practical/Tutorial	Database Management Systems Lab	2
	Skill Enhancement Course-2	SEC-2	2
	GenericElective-4	GE-4	4/5
	GenericElective-4Practical		2/1
V	Core course-XI	Internet Technologies	4
	Core Course-XI Practical/Tutorial	Internet Technologies Lab	2
	Core course-XII	Theory of Computation	5
	Core Course-XII Practical/Tutorial	Theory of Computation Tutorial	1
	Discipline Specific Elective-1	DSE-1	4
	Discipline Specific Elective-1 Practical/Tutorial	DSE-1 Lab	2
	Discipline Specific Elective-2	DSE-2	4
	Discipline Specific Elective-1 Practical/Tutorial	DSE-2 Lab	2
VI	Core course-XIII	Artificial Intelligence	4
	Core Course-III Practical/Tutorial	Artificial Intelligence Lab	2
	Core course-XIV	Computer Graphics	4
	Core Course-XIV Practical/Tutorial	Computer Graphics Lab	2
	Discipline Specific Elective-3	DSE-3	4
	Discipline Specific Elective-3 Practical/Tutorial	DSE-3 Lab	2
	Discipline Specific Elective-4	DSE-4	4
	Discipline Specific Elective-4 Practical/Tutorial	DSE-4 Lab	2
Total Credits			140

FOR more details of the Course Contents Please refer to the DU website of respective Department

PROCEDURE FOR ADMISSION

Prospectus will be available between 9:00 A.M. and 1:00 P.M. on all working days.

1. Candidates are advised to see the admission cut off list which will be displayed on the DU/ College Website and College notice board. No individual intimation will be sent to the applicants about their admission.
2. Eligible Candidates who appear in the cut-off list shall be required to fill up the provisional Admission Form and submit it along with necessary certificate/ documents and deposit their fees as per procedure.

Important dates for receipt of application forms and notification of admission lists are given in the

bulletin of information.

At the time of admission, students must bring the following documents in original, along with copies attested by a gazetted officer/self attested copies.

1. Provisional Certificate from the Principal of the School/College last attended.
2. Matriculation certificate.
3. Detailed Mark Sheet of 12th class
4. Five copies of passport size photographs.
5. Latest Character Certificate (in original)
6. Photograph of Parent/Guardian
7. Migration/Transfer Certificate (wherever applicable)
8. Caste Certificate & Income Proof (wherever applicable)

Students admitted to the College will be bound by the existing rules and regulations of the College and the University and any new rules/regulations framed from time to time.

ELIGIBILITY CONDITIONS

For General Category

The minimum percentage of marks required for admission for Hons. Courses is 45% aggregate and 40% for Vocational Courses Senior Secondary School Certificate Examination (Class XII) of the Central Board of Secondary Education, New Delhi with pass in four subjects (one language and three elective subjects) or an examination recognised as equivalent thereto.

For Reserve Category

(a) Scheduled Caste/ Scheduled Tribe

The minimum eligibility requirement for the scheduled caste /scheduled tribe candidates will be that they must have passed the qualifying school examination. Where the admission is based on screening /written test, the SC/ST candidates would also be required to take the test but their merit list will be drawn separately.

(b) Other Backward Classes

The OBC candidates shall be given a relaxation in the minimum eligibility in the qualifying examination and in the minimum eligibility (if any) in the admission entrance test to the extent of 10% of the minimum eligibility marks prescribed for the general category candidate. All those OBC candidate who meet the minimum eligibility marks in the qualifying



examination and the minimum eligibility marks (if any) in the entrance test shall be eligible for admission in order of their merit, keeping in view the availability of seats reserved for them. The OBC candidates who belong to the **'Non-Creamy Layer'** and whose castes appear in the **Central List** of the OBCs only shall be eligible to be considered for admission under the OBC category.

(c) Persons With Disabilities

The PWD candidates with not less than 40% disability shall be given a relaxation in the minimum eligibility to the extent of 5%.

(d) Children/Widows of the eligible Armed Forces Personnel (CW Category)

A concession of 5% marks in minimum eligibility requirements in the qualifying examinations shall be given.

Please Note:

- 1) Admission will be finalized strictly on the basis of merit.
- 2) No student will be allowed to take admission in two courses/colleges simultaneously. In case, a candidate is found admitted in two courses/colleges simultaneously, the admission in all courses/colleges will be cancelled.
- 3) For admission under the reserved categories of Kashmiri Migrants/Children of War Widows, the admission process shall continue to be centralized and conducted at the University level by the office of Deputy Registrar, Academic.
- 4) All those candidates who are covered under any of the categories of reservation for children of War Widows/Kashmiri Migrants must register separately online/ offline if they wish to be considered for any other category (Gen./OBC/SC/ST/PwD).

PROCEDURE FOR CALCULATION OF 'BEST FOUR' SUBJECTS PERCENTAGE

I. For admission to Arts/Humanities Hons. Courses

- a.) One Language (Core/ Elective/ Functional)
- b.) The subject in which admission is sought (If a candidate does not include the concerned subject whether studied or not, in 'Best Four' in which he/she is seeking admission in the honours course, then a deduction of 2.5% will

be imposed on the calculated 'Best Four' percentage).

- c.) Any two other academic/ elective subjects as per **List A**.

Note:

- i.) If a candidate doesn't include the subjects given in List A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.
- ii.) All subjects to be included in the calculation of **'Best Four'** must have at least 70% theory component of exam. *In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on pro rata basis. These new marks will then be considered for calculation of 'Best Four'.*

List A

The following Discipline subjects must be treated as Academic/ Elective subjects for the purpose of undergraduate admissions. All other subjects offered by different boards may be treated as non-elective.

Arabic	French	Legal Studies	Punjabi
Bengali	Geography	Mathematics	Sanskrit
Botany	Geology	Music	Sociology
Chemistry	German	Persian	Spanish
Commerce*	Hindi	Philosophy	Statistics
Computer Science	History	Physics	Urdu
Economics	Home Science	Political Science	Zoology
English	Italian	Psychology	

1. Accountancy/ Business Studies/ Commerce shall be treated at par with academic/ elective subjects.
2. Biology/ Biotechnology and Business Studies will be treated as academic/ elective subjects.
3. In case a candidate has studied both elective and core in a language, then core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
4. The subject 'Informatics Practices' will be equivalent to Computer Science for admission to B.Sc. (Hons.) Computer Science only.
5. The candidates must have studied and passed Mathematics at the qualifying exam for admission to Honours in Economics and Commerce.



6. Business Mathematics will be treated as equivalent to Mathematics for admission to B.Com (H)/ B.Com only.
7. University may define any other relevant subjects as an academic/ elective for a particular Honours course.

Examples for calculation of "Best Four" Percentages are given below.

<p>Example 1: If a candidate has scored: Accounts (90), Business Studies (92), English (88) and Economics (94). Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage for: B.Com is 91%, B.A(Hons.) English is 91%, Not eligible for B.A(Hons.) Economics, B.Com(Hons.) B.A(Hons.) Political Science is $91\% - 2.5\% = 88.5\%$.</p>	<p>Example 2: If a candidate has scored: Physics (96)*, Chemistry (92)*, English (90) and Mathematics (94). Total marks are $96+92+90+94=372$, Percentage is 93%. The effective percentage for: B.A(Hons.) History is $93\% - 2.5\% = 90.5\%$, B.A(Hons.) English 93%, B.A(Hons.) Economics $93\% - 2.5\% = 90.5\%$, B.Sc(Hons.) Maths 93%.</p>
<p>Example 3: If a candidate scored: Accounts (88), English (92), Punjabi Elective(90), Maths (80) and Web Designing(96). Total marks are $88+92+90+96=366$, percentage is 91.5%. The effective percentage for : B.Com(Hons.) $91.5-2.5(WD)=89\%$, B.A(Hons.) Hist. $91.5\%-2.5(WD)-2.5(Hist)=86.5\%$. B.A(Hons.) Punjabi $91.5\% - 2.5\%(WD) + 2\%(Elective) = 91\%$. B.Sc(Hons.) Maths (English, Maths, Accounts, Punjabi) 87.5%</p>	<p>Example 4: If a candidate has scored: Accounts (90), Business Studies (92), English (88) and Home Science (94), Maths (85). Then total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage for : B.Com(Hons.) 91%. B.A(Hons.) Eng. 91% B.A(Hons.) Hist. $91\%-2.5\%(Hons.)=88.5$. B.Sc(Hons.) Maths $88+85+94+92=359$. The Percentage is: 89.75%</p>
<p>Example 5: If a candidate has scored: Physics (85)*, Chemistry (90)*, English (90) and Biology(85)* Physics, Chemistry and Biology have less than 70% theory component. Total marks in PCBE are: $85+90+85+90=350$. The percentage is 87.5%. The effective percentage for: B.A(Hons.) English is 87.5% B.A(Hons.) Political Science $87.5\% - 2.5\%(Hons.) = 85\%$</p>	<p>Example 6: If a candidate has scored: English Elective (92), History (65), Political Science (85), Geography (89) and Home Science (90). Total Marks 356 excluding history. The percentage is 89%. The effective percentage for: B.A(Hons.) English $89\% + 2\%(Elective) = 91\%$ B.A(Hons.) Political Science 89% B.A(Hons.) History $89 - 2.5\% = 86.5\%$ (History not included) B.A(Hons.) Psychology $89-2.5\% = 86.5\%$</p>

* **Marks in physics/chemistry/biology papers should be in ratio of 70: 30 (theory: practical), otherwise, marks calculated on pro rata basis will be considered.**

II. For admission to B.A (V. S.)

- a. One Language (Core/Elective/Functional)
- b. Any three elective subjects as per **List A** can be chosen.
- c. One non-listed subject can be included in calculation of 'Best Four' without any deduction.
- d. Related vocational subjects may be treated at par with academic/elective subjects and up to two vocational subjects which are in relationship with the course sought may be included for the calculation of 'Best Four'.
- e. A deduction of 1% on 'Best Four' percentage will be imposed if there is a change of stream.

Note:

- i. If more than one non-listed subject is included for calculation of 'Best Four', a deduction of 2.5% each in 'Best Four' may be levied in addition to deduction due to change of stream, if any.
- ii. All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on pro rata basis. These new marks will then be considered for calculation of 'Best Four'.

Examples for calculation of 'Best Four' Percentage are given below.

<p>Example 7: If a candidate has scored in Accounts (90), Business Studies (92), English (88) and Economics (94). Total marks are $90+92+88+94=364$. The Percentage is 91%. The effective percentage for: B.Com 91% B.A(Prog) $91-5^*=86\%$</p>	<p>Example 8: If a candidate has scored in Physics (96)*, Chemistry (92)*, English (90) and Mathematics (94). Total marks are $96+92+90+94=372$ and Percentage is 93%. The effective percentage for : B.A(Prog) $93-5^*=88\%$ B.Com is $93-5^*=88\%$</p>
<p>Example 9: If a candidate scored: History (88), English (92), Political Science (90) and Web Designing (96).* Total marks are $88+92+90+96=366$, Percentage is 91.5%. The effective Percentage for : B.A(Prog) 91.5%</p>	<p>Example 10: If a candidate has scored in Accounts (90), Business Studies (62), English (88), Web designing (94)* and Painting (95)*. Total marks are $90+95+88+94=367$. The Percentage is 91.75%. The effective percentage for : B.A(Prog) $91.75-5^*-2.5^#=84.25\%$, B.Com $91.75-2.5^#=89.25\%$</p>

** is deduction due to change of stream.

is for second vocational subject.

* **Marks in these papers should be in ratio of 70: 30 (theory, practical), otherwise, marks calculated on pro rata basis will be considered.**

Eligibility requirements for BA. (VS)& B.A. (Prog.) are same.

SCHEDULED CASTE/SCHEDULED TRIBE/OBC/PwD

There is a reservation as per University rules for the students belonging to SC/ST/OBC/PwD. categories. They will be admitted by the College directly and their cut-off for admission will be notified separately. The rules & eligibility for admission will be governed by the rules and regulations of DU/UGC/GOI.



FOREIGN STUDENTS

Foreign Students who satisfy the course and age requirements are required to apply to :

Foreign Students Advisor,

Foreign Students Registry,

C/o Faculty Management Studies

University of Delhi, Delhi-110007

For Further information, please contact the Foreign Students Advisor, Delhi University

COLLEGE FEES AND OTHER ANNUAL CHARGES TO BE PAID AT THE TIME OF ADMISSION

Details of admission fee and other annual charges to be paid by the students of 1st year of **BA (VS) and Bachelor with Honours in Commerce, Economics and History** during the year 2016-2017.

Maintenance Grant

Admission fee	5.00
Tuition fee	180.00
Library Reading Room fee	400.00
College Magazine fee	150.00
Identity Card	50.00
Medical fee	50.00
Garden fee	15.00

Total Rs. 850.00

Students' Societies Account

University Enrolment fee	250.00
University Athletics Association fee	50.00
University Union (D.U.S.U.)	20.00
University cultural fee	5.00
W.U.S. fee	5.00
Sexual Harassment fee	10.00
University Development fee	600.00
Sports fee	500.00
Social Function fee	100.00
College Students Union fee	250.00
Students Societies Gen. Fund fee	50.00
Academic Societies fee	200.00
Students Aid/Welfare fund fee	10.00
Development fee	1500.00
Amenities fund fee	1500.00
Placement fee	600.00
N.C.C. fee	50.00
N.S.S. fee	50.00
Environment fee	50.00

Security (Refundable)	1000.00
Cultural, Trade, Exhibition fee	400.00
Industrial Tour/Study Visit (All Courses)	250.00
Computer Charges	500.00
E. Governance Fee	500.00
Internal Exams Stationery	200.00
Students' Societies Activities Fee	500.00

Total Rs. 9150.00

Grand Total Rs. 10000.00

B.Sc. (Hons.) Computer Science Maintenance Grant

Admission fee	5.00
Tuition fee	180.00
Library Reading Room fee	400.00
College Magazine fee	150.00
Identity Card	50.00
Medical fee	50.00
Garden fee	15.00

Total Rs. 850.00

Students' Societies Account

University Enrolment fee	250.00
University Athletics Association fee	50.00
University Union (D.U.S.U.)	20.00
University cultural fee	5.00
W.U.S. fee	5.00
Sexual Harassment fee	10.00
University Development fee	600.00
Sports fee	500.00
Social Function fee	100.00
College Students Union fee	250.00
Students Societies Gen. Fund fee	50.00
Academic Societies fee	200.00
Students Aid/Welfare fund fee	10.00
Development fee	1500.00
Amenities fund fee	1500.00
Placement fee	600.00
N.C.C. fee	50.00
N.S.S. fee	50.00
Environment fee	50.00
Security (Refundable)	1000.00
Cultural, Trade, Exhibition fee	400.00
Industrial Tour/Study Visit	250.00
Computer Charges	500.00
E. Governance Fee	500.00
Internal Exams Stationery	200.00
Students' Societies Activities Fee	500.00
B.Sc. Comp. Sc. Fee	17400.00

Total Rs. 26,550.00

Grand Total Rs. 27,400.00



BA (Hons.) Business Economics

Maintenance Grant

Admission fee	5.00
Tuition fee	180.00
Library Reading Room fee	400.00
College Magazine fee	150.00
Identity Card	50.00
Medical fee	50.00
Garden fee	15.00

Total Rs. 850.00

Students' Societies Account

University Enrolment fee	250.00
University Athletics Association fee	50.00
University Union (D.U.S.U.)	20.00
University cultural fee	5.00
W.U.S. fee	5.00
Sexual Harassment fee	10.00
University Development fee	600.00
Sports fee	500.00
Social Function fee	100.00
College Students Union fee	250.00
Students Societies Gen. Fund fee	50.00
Academic Societies fee	200.00
Students Aid/Welfare fund fee	10.00
Development fee	1500.00
Amenities fund fee	1500.00
Placement fee	600.00
N.C.C. fee	50.00
N.S.S. fee	50.00
Environment fee	50.00
Security (Refundable)	1000.00
Cultural, Trade, Exhibition fee	400.00
Industrial Tour/Study Visit	250.00
Computer Charges	500.00
E. Governance Fee	500.00
Internal Exams Stationery	200.00
Students' Societies Activities Fee	500.00
B.B.E.	10000.00

Total Rs. 19,150.00

Grand Total Rs. 20,000.00

GENERAL RULES REGARDING FEES

1. Students *will* pay the fees in advance at the time of admission.
2. The Examination fee *shall* be paid afterwards

as per schedule to be notified on the notice board.

3. All *annual* dues are payable *along* with the tuition fee at the time of admission.

CANCELLATION OF ADMISSION AND REFUND OF FEES

S.No.	Reasons for Seeking Refund	Quantum fee to be Refunded
1.)	When a student applies for withdrawal of admission upto 31 st July.	Full fee after deduction of Rs. 500/- and full examination fee.
2.)	When a student applies for withdrawal of admission on or after 1 st August till three working days before the last date of admission (including the last day of admission).	Full fee after deduction of Rs. 1000/- and full examination fee. No fee will be refunded thereafter except full examination fee.
3.)	When admission is made inadvertently due to error/omission/ commission on the part of the University/ College.	Full fee and full examination fee.
4.)	When cancellation of admission is due to concealment/ falsification of facts, submission of false/fake certificate(s), providing misleading information by the student or for any error/mistake on the part of the student.	No fee will be refunded .

PAYMENT OF COLLEGE DUES

(IInd / IIIrd Year Students)

The students of 2nd and 3rd year should deposit their fee *along* with *the* annual dues as soon as the *results* of the respective examinations are declared. *In* no case fee *will* be accepted beyond one month from the date of the declaration of the *result*. The class wise *date* of payment of dues will be *notified* on the College notice board at the appropriate *time*.

FOREIGN LANGUAGE COURSES

The College also offers part time certificate / diploma courses in French and German Languages. The students interested may enroll themselves in these add on courses. The office may be contacted for admission in Language Courses.

RE-ADMISSION OF THE STUDENTS

Re-admission of students will be made as per rules of University of Delhi.



IDENTITY CARDS

Every student of the College is issued an identity card which he/she is expected to carry with him/her at all times. He/she will have to produce the same whenever required to do so. Duplicate Identity Card shall be issued as per procedure prescribed by the College.

NOTICE BOARD

It shall be the duty of every student to check the Notice Board daily. No excuse shall be entertained for non-compliance with any order on the plea that he/she has not seen the notice board.

OFFICE HOURS FOR STUDENT DEALING

The College Office works from 9.00 a.m. to 5.30 p.m. from Monday to Friday for all student dealings. Generally the students shall have to apply in advance for issue of all certificates/duplicate identity cards/ attestation of forms. The Students can meet the Principal regarding their problems between 11.00 a.m. and 12.00 noon on all working days. However, before meeting the Principal, they may contact the College Administrative Officer for assistance and guidance.

CVS (DU) ALUMINI ASSOCIATION (Old Students' Association)

All outgoing students can become members of the Association against payment of membership fee as decided by the College from time to time.

OVERSEAS STUDENTS' ASSOCIATION

The College has an Overseas Students Association of which all the overseas students of the College are automatically members. This association arranges cultural get-together of the overseas students to promote greater understanding about their culture amongst Indian students.

ATTENDANCE

All students are expected to attend classes regularly. The students will be governed by the attendance rules framed/to be framed by

the College/University from time to time. However, the same will be available on the University/College Website.

CODE OF CONDUCT

The Principal may appoint a board of faculty members to take care of the discipline among students, with powers to deal with breach of discipline. The students should avoid the following:

- Irregular Attendance
- Causing disturbance in or outside class-rooms, the office, library or the playgrounds.
- Refusal to participate in the co-curricular activities of the college or perform the duties assigned to them.
- Misconduct or misbehavior at any time.
- Disobedience of orders given to them by the Principal and Teachers.
- Disfigurement, or damage to, the College building, property and books.
- Parents/Guardians are requested to help the College authorities in keeping their wards disciplined.

The College Associations organise educational cum excursion trips for students. Parents/Guardians are advised to seek verification of such trips from college authorities before permitting their wards.

INTERNAL ASSESSMENT (Ordinance VIII E)

(1)(i) The scheme for Internal Assessment shall be followed in the regular stream only, with exclusions as per the Appendix, and shall be applicable to the students admitted from the academic session 2003-04 onwards (i.e. to begin with for the first year students) in both undergraduate and postgraduate degree courses. This scheme of Internal Assessment shall not be applicable to the School of Correspondence Course and Continuing Education, Non-Collegiate Women's Education Board and Non-Formal Education Cell (formerly External Candidates Cell). The specific Ordinances pertaining to schemes of examinations of various courses shall stand amended, mutatis mutandis, to the extent of internal assessment as laid down in this Ordinance, subject to exclusions



referred to above. (1) (ii) Internal Assessment marks shall be shown separately in the Marks Sheet issued by the University and these marks shall be added to the annual/semester examination marks for determining the division of the student. (2) 25% of the maximum marks in each paper in undergraduate courses shall be assigned for Internal Assessment and the remaining 75% marks for the annual/semester University Examination; the time duration and other modalities of the annual/semester Examination with respect to this 75% component shall remain as per existing schemes of examination for various undergraduate courses.

(2) (i) (a) There shall be 10% weightage assigned to Class test.

(2) (ii) (a) Each student shall be assessed on the basis of written assignments/tutorials as well as on the basis of project reports/term papers/seminars. There shall be 10% weightage for such written assignment; and project reports/presentations/term papers/seminars. Each student shall be given at least one written assignment per paper in each term, subject to a maximum of 12 written assignments per year for all the papers taken together.

(2) (ii) (b) Where the maximum marks in a paper are less than 100, for example 50 marks, the nature of written assignments/ tutorial work shall stand adjusted paripassu.

(2) (iii) There shall be 5% weightage for regularity in attending lectures and tutorials, and the credit for regularity in each paper, based on attendance, shall be as follows :
More than 67% but less than 70% - 1 mark
70% or more but less than 75% - 2 marks
75% or more but less than 80% - 3 marks
80% or more but less than 85% - 4 marks
85% and above - 5 marks
[Medical certificates shall be excluded while calculating credit towards marks to be awarded for regularity, though such certificates shall continue to be taken into account for the purpose of calculating eligibility to appear for examinations as per the existing provisions of Ordinance VII.2.9.(a)(ii).]

(2) (iv) There shall be a Moderation Committee for Internal Assessment in each College,

discipline-wise, which shall comprise of the senior most teacher in the department, the teacher-in-charge of the department and the previous teacher-in-charge of the department: provided that if, for any reason, the membership of the Committee falls below 3, the Principal of the college shall nominate suitable members from among the teachers of that department/college to fill the vacancies.

(3) With the introduction of Internal Assessment, the maximum marks for the University Examination in each paper shall stand reduced accordingly.

(4) The promotion criteria shall be as per the existing Ordinances for University Examinations, as applicable to respective courses. In addition, the same criteria shall apply to the total of the University Examination and the Internal Assessment, taken together.

(5) (i) There shall be a Monitoring Committee for Internal Assessment at the University level consisting of the Dean of Colleges as the Chairperson along with three other Deans one of whom shall be a member of the Executive Council, and the Controller of Examinations as Member-Secretary. The Committee shall monitor the receipt of Internal Assessment marks from various colleges and ensure timely compliance. If a College fails to submit the Internal Assessment marks in time, the University shall not declare the result for such a course in that College. The responsibility for non-declaration of the result of any course in the college in such circumstances will be solely that of the college.

(5) (ii) There shall be a Monitoring Committee for Internal Assessment in every College, which shall be chaired by the Principal of the College and will be made up of the Vice-Principal (and in case there is no Vice-Principal, the Bursar), Secretary Staff Council, and two senior faculty members to be nominated by the Principal. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any.

(6) (i) In the case of students who repeat one or



- more paper(s), or all papers of Part I or Part II or Part III, the Internal Assessment marks shall be carried forward.
- (6) (ii) In the following special cases, in lieu of Internal Assessment, students shall be awarded marks (for the previous years' papers) in the same proportion as the marks obtained in that paper in the University Examination.
- (6) (ii) (a) Students who migrate from other Universities to the University of Delhi in the IInd Year;
- (6) (ii) (b) Students who fail in the Part I Examination of Honours Courses and join Pass/General Courses in the IInd year; and
- (6) (ii) (c) Students who transfer from 1st year Pass/General Courses to Honours Courses in the 2nd year. (6) (iii) Students who migrate from non-formal streams in the University of Delhi (i.e. School of Correspondence Courses and Continuing Education, Non-Collegiate Women's Education Board and Non-Formal Education Cell, formerly External Candidates Cell) to the Regular stream and vice versa, shall carry as such the marks obtained in the preceding year(s).
- (7) Tutorials shall be held regularly for the post-graduate courses of the University by the concerned Department in cooperation with Colleges; and at least 25% marks shall be assigned for Internal Assessment in each paper of the post-graduate courses. The Internal Assessment in the post-graduate courses may be based on regularity and attendance; class tests and house examination; and written assignments, projects/term papers/seminars/fieldwork. Post-graduate courses where the weightage of Internal Assessment is 25 per cent or more, Departments may continue with the existing schemes.
- (8) In the case of a student who is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties, or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned, or a student who is selected to participate in sports or other activities organized by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor, or a student who is required to represent the University at the Inter-University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army, or a student who is deputed by the College to take part in Inter-College sports, fixtures, debates, seminars, symposia or social work projects, or a student who is required to represent the College concerned in debates and other extracurricular activities held in other Universities or such other activities approved by the Vice-Chancellor, the following provision will apply :
- (8) (i) A student in the categories listed above, will have to fulfill the requirement of written assignments and projects/term papers/seminars/field-work with the flexibility, however, that he/she may, if necessary, be allowed additional time for submission of written assignments.
- (8) (ii) A student in the categories listed above, who is unable to write the House Examination on account of his/her participation in such aforesaid activities, may be assessed by the College through an alternative mode in lieu of the House Examination. This may be done only in exceptional circumstances.
- (8) (iii) A student in the categories listed above, will get the benefit of attendance for Internal Assessment for the classes missed as per the existing provisions of Ordinance VII.2.(9)(a)(i).
- (9) (i) The University reserves the right to review, and if necessary moderate the marks in Internal Assessment in any paper/ papers in any College/Department.
- (9) (ii) The respective University Moderation Committees in each subject shall moderate, if necessary, the Internal Assessment marks across Colleges.
- Note 1 :** For details refer to ordinance VIII E copies of which are available in the office/library.
- Note 2 :** The above scheme of internal assessment may be modified in view of the semester system to be introduced in all the courses.



EXAMINATION

University examinations are held twice a year for semester based courses. Periodic assessments and class tests are held in the College to prepare the students for the end term examination.

TOTAL PROHIBITION OF RAGGING

Regulations have been made by UGC / Government to root out ragging in all its forms from Universities, Colleges and other educational institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

“Ragging” means the following:

Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

Ragging in all its forms is totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc.) whether located within the campus or outside and in all means of transportation of students whether public or private.

“As per Ordinance XV - C, ragging in any form is strictly prohibited within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport. Any individual or collective act or practice or ragging constitutes gross indiscipline and shall be dealt with under this Ordinance. The student and parents will have to sign an undertaking to the effect that they are

aware of the law regarding prohibition of ragging as well as punishment, and to the effect that he/ she has not been expelled and /or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and /or abetting ragging, is liable to be punished appropriately.

RULES OF DISCIPLINE

1. Students shall conduct themselves with dignity and display good manners both towards the members of the staff (teaching and administrative) and towards fellow students. Insubordination, unbecoming language or misconduct including teasing etc. shall be severely dealt with.
2. Students shall maintain silence in class rooms and desist from demonstrations or disorderly behavior. They should not loiter in the corridors or in front of class rooms or the office and must observe decorum at all times. During their free period students should make use of the Library/ Reading room.
3. Students shall leave their vehicles in the parking space provided for the purpose. No vehicles shall be left in any other part of the College building.
4. Smoking in the College is prohibited. Those found smoking in the College shall be fined Rs. 100/- in the first instance and higher fines/ punishment will be imposed on subsequent offences.
5. Indulging in ragging in any form is a criminal offence. Necessary legal action including termination, filing of FIR etc. will be taken.
6. The students quite often use staff toilets No. 10 (near Girls Common Room) and No. 48 (near Teaching Staff Room), which are exclusively for staff members only. The students are instructed not to make use of these toilets and use their own toilets (Ground & First Floor). Any one found using these staff toilets will be fined Rs. 100/- at the first instance and Rs. 500/- at the second and subsequent instance.
7. It is mandatory and obligatory for each student to attend all the events of the College viz. Annual Day Prize Distribution Function, Annual Sports



Day, Culture Programme, Fresher's Welcome, Farewell Party etc.

8. Students are responsible for their conduct to the College administration and are prohibited from doing anything, either inside the College or outside the college, that will amount to breach of discipline or interference in the normal working of the College. A student will be liable to disciplinary action for violation of any of the rules of discipline. Disciplinary actions may involve warning and / or fines and / or suspension from the class, from examination, from use of the College library or even expulsion from the College as such or any such action as provided in ordinance XV-B, XV-C and XV-D of the rules of discipline of the University of Delhi.

"The Ordinance XV - D is based on the policy against Sexual Harassment by the Delhi University and seeks to maintain and create an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the Delhi University." Copy of the Ordinance is available on College website.

9. Students shall conduct themselves in a disciplined manner both towards the members of the staff (Teaching and Non-Teaching) and towards their fellow students. In addition unbecoming language or rude conduct shall be severely dealt with in accordance with the provisions leading to fine/suspension / expulsion from the college as deemed fit by the Principal.
10. Students shall maintain perfect discipline in class-rooms and desist from demonstration of disorderly behavior. They must not loiter in corridors or in front of class rooms or office rooms and must maintain silence. During their free periods, students must work quietly in the library or reading room but without causing any disturbance. Smoking in the College premises i.e. lawns, canteen, auditorium, class-rooms, corridors, staircase, library and reading room is strictly prohibited. Use of mobile phones and other audio devices are prohibited in and around the class rooms. Use canteen for

refreshments. classrooms and corridors are not the places to do so.

11. Students shall take proper care of the College property and they must not spoil or cause any damage to or tamper or deface College property, furniture, fitting etc. They shall not spoil the lawns. Students who do so will have to pay the cost of damage/ loss caused to the property of the college.
12. Students shall leave their vehicles locked in the space provided for this purpose. No vehicle shall be left in any space other than the specified one. The College will not be responsible for any damage or loss on this account.
13. No society can be formed in the college without the permission of the Principal. No person can be invited to address a meeting in the college without the prior permission of the Principal or allowed to enter college without the prior permission of the Principal or allowed to use the name of the Principal or his office in any form as specified above.
14. No student suffering from any contagious or infectious disease will be permitted to attend the College.
15. Any student who is found impersonating or allowing impersonation on his / her behalf at the University Examination will stand expelled from the College with immediate effect. No letter calling for explanation or show cause notice will be issued to such student. No such student will be re-admitted to the College.
16. Outsiders are not allowed inside the College premises without permission of the College authorities. For the students, there shall be identity card entry in the College and they must produce their identity cards when asked.
17. Barring Clause 18, violations of the above mentioned rules will lead to severe disciplinary action involving fine, suspension and expulsion from the college. The Principal can take such action even without assigning any reason.
18. The use of mobiles in the college campus is strictly prohibited. Anyone found using the mobile will be fined Rs. 200/- at the first instance and Rs. 500/- for subsequent use.



ACADEMIC CALENDAR FOR THE YEAR 2016-17

SEMESTER I/III/V/VII	
Classes Begin	Wednesday, 20 th July, 2016
Mid –Semester Break	Tuesday, 11 th October, 2016 to Sunday, 16 th October, 2016
Classes Begin after Mid –Semester Break	Monday, 11 th October, 2016
Dispersal of Classes, Preparation leave and Practical Examinations begin	Saturday, 12 th November, 2016
Theory Examinations begin	Thursday, 24 th November, 2016
Winter Break	Saturday, 17 th December, 2016 to Sunday, 1 st January, 2017
SEMESTER II/IV/VI/VIII	
Classes Begin	Monday, 2 nd January, 2017
Mid –Semester Break	Monday, 13 th March, 2017 to Sunday, 19 th March, 2017
Classes Begin after Mid –Semester Break	Monday, 20 th March, 2017
Dispersal of Classes, Preparation leave and Practical Examinations begin	Thursday, 27 th April, 2017
Theory Examinations begin	Tuesday, 9 th May, 2017
Summer Vacation	Saturday, 20 th May, 2017 to Wednesday, 19 th July, 2017



IMPORTANT COMMITTEES/INCHARGES

ADMISSION GRIEVANCE COMMITTEE

Dr.(Ms.) Shalini Singhal, Convenor	011-29258544	shalinicvs@gmail.com
Dr. (Ms.) Meenakshi Agarwal	-do-	meenakshiagrawal@hotmail.com
Dr. Ajay Kumar	-do-	drkumarajay147@gmail.com

SPECIAL CATEGORIES ADMISSION ENABLING COMMITTEE

Dr.(Ms.) M. Geetha	9810617815
Ms.Rekha Rani	9210660859
Mr. Bhupindar Singh	9718853346

NCC INCHARGE

Lt. Cdr. (Dr.) Surender Singh	9811038315
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NSS INCHARGE

Dr. (Ms.) M. Geetha	9810617815
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CO-ORDINATOR NORTH-EAST STUDENTS COUNCIL

Dr. Sunil	9968187077
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CONVENOR, DISCIPLINE COMMITTEE

Ms. Shashi Singh	9313807629
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COLLEGE COMPLAINT COMMITTEE (AGAINST SEXUAL HARASSMENT)

Dr.(Ms.) Shalini Singhal, Convenor	9654743477
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COLLEGE OF VOCATIONAL STUDIES

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